# City of Brunswick Mayor and Council Meeting Minutes

Tuesday, April 13, 2021, 6:00 P.M.

The April 13, 2021 City of Brunswick Mayor and Council Meeting was convened at 6:00 P.M. by Mayor Nathan Brown. The following members and staff were present: Nathan Brown, Mayor; John Dayton, Vaughn Ripley, Brian Sandusky, Andy St. John, Chris Vigliotti, and Angel White, Council Members; Dave Dunn, City Administrator; Carrie Myers, City Clerk; John Gerstner, Director of Public Works; Kevin Grunwell, Acting Chief of Police; Matt Campbell, Water Superintendent; Jeremy Mose, Waste Water Superintendent; and Bruce Dell, Planning and Zoning Administrator.

## Mayor's Remarks

- Mayor Brown called for a moment of silence for Chief Milt Frech.
- Mayor Brown stated Captain Kevin Grunwell has been named Acting Chief of Police.
- Mayor Brown stated intensions to name the new building at 811 West Potomac Street after Chief Frech.

## Approval of Minutes

• Mayor and Council Meetings – March 9 & 23, 2021

Mr. Sandusky made a motion to approve the minutes. Ms. White seconded the motion, which passed 6-0.

## Citizens' Forum

No comments received.

### Staff Reports

Staff presented highlights from last month's departmental activities.

### Consent Agenda

Purchase Order Approval – WW87-21 – Snyder Environmental - \$13,200

Mr. Mose discussed this item, which was to replace railings to make them safe and functional for the installation of grinder pumps at the campground.

Mr. Ripley made a motion to approve the purchase order. Mr. St. John seconded the motion, which passed 6-0.

### **New Business**

• Brunswick Elementary School Site Plan Presentation

Mr. Dell presented a high level overview, and stated the site plan would be coming to the Planning Commission for review.

FY2022 Property Tax Discussion

Mr. Dunn discussed this item. The current property tax rate was \$0.41. The estimated revenue at this rate for FY2022 would be \$2.9 million. The rate would need to be lowered to \$0.39 to match constant yield. The recommendation of the Finance Commission was to keep the current rate. The Council consensus

was to keep the current rate, as well. Mr. Dunn stated he would prepare the appropriate documentation to adopt this rate for FY2022 and bring it back to a future meeting for a formal Council vote.

Brunswick Junior Railroaders MOU

Mayor Brown discussed this item. He stated several past administrations have been unwilling to initiate an MOU with BJR, but felt one was necessary at this time. He stated this MOU did not grant exclusive use of the fields to BJR, and established guidelines for requesting use of the fields by other entities.

Council Member Sandusky discussed several points brought forth by PVYA and stated he would like to see an online reservation system established for this usage. Other Council Members felt such a site was not necessary.

Mr. Ripley made a motion to approve the MOU. Mr. St. John seconded the motion, which passed 6-0.

• FY2021 Budget Amendment

Mr. Dunn discussed this item, which was to move \$500,000 budgeted for the purchase of the Newberry Building from the general fund to the capital fund. Mr. Dunn stated this was just clean-up. The Finance Commission recommended approval of this budget amendment.

Mr. Dayton made a motion to approve the budget amendment. Mr. Vigliotti seconded the motion, which passed 6-0.

- Event Application Approval Independence Day Festival Ms. Myers discussed this item. Ms. White made a motion to approve the event application. Mr. Ripley seconded the motion, which passed 6-0.
  - Event Application Approval Brunswick Main Street Farmers' Market
  - Event Application Approval Brunswick Main Street After Market Music

Ms. Myers discussed these items. Mr. St. John made a motion to approve both event applications. Mr. Vigliotti seconded the motion, which passed 6-0.

Knoxville Water Tap Request

Mr. Dell discussed this item, which was for a tap request outside City limits. He stated that traditionally, tap requests outside City limits are denied by the Council, and the applicant is then advised to apply for a well permit through Frederick County.

Mr. Dayton made a motion to deny the request. Ms. White seconded the motion, which passed 6-0.

<u>Adjournment</u>

The meeting adjourned at 7:00pm.

Submitted by: Carrie Myers

Approved By:

Date

Witnessed By:\_

City Administrato

Date